



# Chicago Metropolitan Agency for Planning

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## MEMORANDUM

**To:** CMAP Board and Committees

**From:** CMAP Staff

**Date:** April 1, 2015

**Re:** Local Technical Assistance Program Update

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The CMAP Board and committees receive regular updates on the projects being undertaken through the Local Technical Assistance (LTA) program, including those receiving staff assistance and grants. To date, 159 local projects have been initiated. Of these, 99 projects have been completed, 49 are fully underway, and 11 will get actively underway in the near future.

Further detail on LTA project status can be found in the attached project status table. Projects that appear in this document for the first time, or that were recently completed, are noted and highlighted in italics.

ACTION REQUESTED: Discussion

## Projects Currently Underway

Project	CMAP lead	Timeline	Assistance type	Status and notes
Algonquin-Carpentersville Fox River corridor plan (see <a href="#">website</a> )	Brian Daly	May 2014-Aug. 2015	Staff assistance	Village staff and the steering committee are reviewing the recommendations memo. The project's MetroQuest survey recently completed.
Arlington Heights bicycle-pedestrian plan (see <a href="#">website</a> )	John O'Neal	May 2014-June 2015	Staff assistance	Held a public Visioning Workshop (March 12), to which approximately 50 persons attended. Work continues to incorporate Steering Committee comments to ECR. Key recommendations memo drafted and transmitted to Village staff for review.
Barrington area bikeway feasibility study	Jack Pfingston	June 2014-June 2015	Consultant assistance	Routes currently being evaluated and scored, with conceptual drawings and cross sections of selected final two routes expected in April.
Berwyn parking study (see <a href="#">website</a> )	Lindsay Bayley	Nov. 2013-Sept. 2015	Staff assistance	Existing Conditions Report draft under internal review.
Berwyn zoning revisions (see <a href="#">website</a> )	Kristin Ihnchak	Jan. 2013-May 2015	Staff and consultant assistance	Staff has received comments on the draft ordinance from the legal team and is incorporating edits prior to submitting it to Berwyn staff.
Blue Island capital improvement plan	Evy Zwiebach	Apr.-Dec. 2015	Staff assistance	Scoping is underway, with kickoff expected in April.
Calumet Park planning priorities report	Sam Shenbaga	TBD	Staff assistance	Scoping is underway.
Campton Hills zoning and subdivision regulations	Kristin Ihnchak	Jul. 2014-Oct. 2015	Consultant assistance	The project has been put on pause and will be picked back up in April.
CMMC infrastructure prioritization	Martin Menninger	Nov. 2014-May 2015	Staff assistance	Project on hold until TIGER application materials are released.
Carol Stream comprehensive plan (see <a href="#">website</a> )	Trevor Dick	Feb. 2014-July 2015	Staff assistance	A public visioning workshop was held on March 11. Approximately 30 attendees participated in the workshop. Staff is currently working on the recommendations memorandum and the Draft Plan.
Chicago Pilsen-Little Village neighborhood plan (see <a href="#">website</a> )	Evy Zwiebach	Dec. 2013-Sept. 2015	Staff assistance	No update.
Chicago Pullman National Historic Park transportation plan	Lindsay Bayley	June 2015-Sept. 2016	Consultant assistance	RFP released in March, with proposals due in April. Recommendation for consultant selection will be brought to the Board in June.

Project	CMAP lead	Timeline	Assistance type	Status and notes
Chicago West Pullman neighborhood plan (see <a href="#">website</a> )	Evy Zwiebach	Oct. 2014-Sept. 2015	Consultant assistance	The consultant team is currently working on developing the key recommendations and initial concept plans. These will be discussed at the next Steering Committee meeting, scheduled for April 28.
Chicago Heights comprehensive plan (see <a href="#">website</a> )	Kendra Smith	Apr. 2013-May 2015	Staff assistance	A public hearing was held with Planning and Zoning Commissioners on March 25. The commission voted to postpone sending the plan to City Council for two weeks, so that answers to hearing questions could be relayed to Commissioners not present at the meeting.
Chinatown neighborhood plan (see <a href="#">website</a> )	Stephen Ostrander	Apr. 2013-Apr. 2015	Staff assistance	CMAP staff laid out the plan for final publication and (with main community partner) awaited decision on implementation grant from Chicago Community Grant.
Cicero comprehensive plan (see <a href="#">website</a> )	Jonathan Burch	Apr. 2014-Aug. 2015	Consultant assistance	A visioning meeting was held on March 11. The consultant is currently working on the key recommendations memo.
Crete comprehensive plan	Jack Pflingston	May 2014-Nov. 2015	Consultant assistance	Stakeholder interviews completed and work continues on the market analysis for the ECR.
Crystal Lake transportation plan (see <a href="#">website</a> )	Nora Beck	Mar. 2014-Sept. 2015	Staff assistance	City staff are reviewing the draft existing conditions report, which is anticipated to go to the project Steering Committee in April.
<i>Dixmoor planning prioritization report (see <a href="#">website</a>)</i>	<i>Jessica Gershman</i>	<i>Jan. 2014-Mar. 2015</i>	<i>Staff assistance</i>	<i>Newly completed. Village Board approved report week of March 22. Special meeting being scheduled with Board and key staff to discuss implementation.</i>
DuPage County / Addison Homes for a Changing Region project (see <a href="#">website</a> )	Kendra Smith	Sept. 2013-Apr. 2015	Staff assistance	CMAP staff is working on layout of the final plan for publication.
DuPage County / Hanover Park Homes for a Changing Region project	Drew Williams-Clark	Nov. 2014-Oct. 2015	Consultant assistance	Stakeholder interviews continued in March. CMAP will review existing conditions data with consultants in April.
DuPage County Elgin-O'Hare bicycle and pedestrian planning	John O'Neal	May 2015-Sept. 2016	Consultant assistance	Consultant proposals are under review. Board approval of consultant selection is expected in May.
DuPage County sustainability guide (see <a href="#">website</a> )	Louise Yeung	June 2014-July 2015	Staff assistance	A draft of the Sustainability Best Practices Guide has been sent to the Steering Committee for review.
Elmwood Park zoning	Patrick	Nov. 2014-	Staff	A Steering Committee meeting to kick off the project was held in February.

Project	CMAP lead	Timeline	Assistance type	Status and notes
assessment	Day	Aug. 2015	assistance	Stakeholder interviews are scheduled for completion in April.
Endeleo Institute planning priorities report	Kendra Smith	Feb.-Oct. 2015	Staff assistance	CMAP staff is currently scheduling key stakeholder interviews. CMAP staff has met with Valerie Kretchmer Associates to scope the project market analysis. Community data analysis is ongoing.
Fox Lake planning priorities report	Jack Pfingston	Dec. 2014-June 2015	Staff assistance	Stakeholder interviews and follow-ups completed, with the review of demographic data and preliminary evaluation of priority themes underway.
Franklin Park comprehensive plan	Jessica Gershman	Apr. 2015-June 2016	Staff assistance	Internal kickoff meeting occurred March 17. Village Board scheduled to pass a resolution approving the scope and MOU on April 6.
Glenview natural resources plan	Brian Daly	Apr.-Dec. 2015	Staff assistance	Scoping underway.
Governors State University green infrastructure plan	Holly Hudson	May 2015-May 2016	Consultant assistance	The RFP was released in early March and a pre-bid information session and site tour was held at GSU in mid-March. Proposals are due to CMAP in late March. Consultant interviews are planned for late April. Board approval of consultant selection is expected in May.
Harvard comprehensive plan (see <a href="#">website</a> )	Nora Beck	May 2014-Nov. 2015	Staff assistance	Public kick-off meeting on March 5 was well attended. CMAP staff drafting existing conditions report, sending to Steering Committee in early April.
Huntley zoning update	Patrick Day	May 2015-Apr. 2016	Consultant assistance	Responses to RFP were reviewed in March. Contractor finalist interviews are scheduled for April. Board approval of consultant selection is expected in May.
Kane County health impact assessment (see <a href="#">website</a> )	Stephen Ostrander	July 2014-Apr. 2015	Staff assistance	CMAP staff worked with Kane County staff to finalize HIA report document, and on March 18 provided an overview of process and findings for CMAP Land Use Committee.
Lake County Route 53/120 land use plan (see CMAP <a href="#">website</a> and project <a href="#">website</a> )	Jason Navota	Nov. 2013-Dec. 2015	Staff and consultant assistance	The land use planning effort is underway and approximately 2/3 complete. Preliminary Corridor land use scenarios have been developed and discussed individually with municipalities. A Plan implementation strategy is being researched and developed. Open space and natural resource analysis continues to undergo refinement. The IL Route 53/120 Corridor Plan Land Use Committee met for the fifth time on February 5, and the next meeting is planned for April 16.
Lake County / Round Lake Homes for a Changing Region project (see <a href="#">website</a> )	Stephen Ostrander	July 2014-Oct. 2015	Staff assistance	Main project team (CMAP, MPC, MMC, and Lake County Community Foundation) completed draft key recommendations memo and proceeded with internal review, along with review by outside consultants currently working on related projects in the Round Lake cluster area.
Lemont development	Jake Seid	Jan.-May	Consultant	Project was kicked off February 16. In February and March, the consultant

Project	CMAP lead	Timeline	Assistance type	Status and notes
review process analysis		2015	assistance	reviewed the Village's current codes, forms and procedures and conducted interviews with staff to learn more about municipal procedures.
Lyons comprehensive plan (see <a href="#">website</a> )	Jason Navota	July 2013-Apr. 2015	Staff assistance	Final plan has been reviewed by the Village and Steering Committee and is being formatted. Public open house was held on January 27, and public hearing and adoption are anticipated for April.
McHenry County Comprehensive Economic Development Strategy	Jonathan Burch	Jan.-Sept. 2015	Staff and consultant assistance	A kickoff meeting was held with McHenry County steering committee members in March. A survey was sent out to business and governmental representatives this month. Work continues on data collection and analysis.
North Aurora comprehensive plan	Jack Pfingston	Jan. 2014-June 2015	Consultant assistance	Draft plan reviewed by CMAP and Pace. The steering committee will meet April 8 to discuss draft plan.
North Chicago comprehensive plan (see <a href="#">website</a> )	Jake Seid	May 2014-Sept. 2015	Staff assistance	Existing conditions report will be presented to Steering Committee on March 31. Community visioning session with the public is tentatively scheduled for April 28.
Oswego-Montgomery-Yorkville shared services study (see <a href="#">website</a> )	Louise Yeung	May 2014-July 2015	Staff assistance	A memo on shared agreement contract language was prepared for the Advisory Committee. Shared services roundtable to be held for departmental staff in April.
Park Forest zoning revisions (see <a href="#">website</a> )	Kristin Ihnchak	June 2013-Aug. 2015	Staff and consultant assistance	No update this month.
Pingree Grove comprehensive plan	Jack Pfingston	Aug. 2014-Aug. 2015	Consultant Assistance	Existing Conditions Report was reviewed and discussed by the steering committee on March 12. A public visioning workshop was held March 26.
Regional truck permitting project	Jessica Gershman	Jan. 2015-June 2016	Consultant assistance	Proposals received are under review by a team of CMAP staff and steering committee members. Interviews are expected to be scheduled for mid-April. Board approval of consultant selection is expected in May.
Richton Park zoning revisions	Jake Seid	Nov. 2014-Sept. 2015	Consultant assistance	Consultant completed stakeholder interviews, community workshops, and an assessment of the existing Zoning Ordinance in February and March. Drafting of Ordinance will take place in April, May, and June.
Roselle comprehensive plan	Dan Olson	Feb. 2015-Mar. 2016	Consultant assistance	Contract with consultant signed and initial staff meeting held March 26. Steering Committee selection underway.
Rosemont comprehensive plan (see <a href="#">website</a> )	Sam Shenbaga	Oct. 2013-May 2015	Staff assistance	Draft Plan being reviewed by Village staff and Steering Committee. Draft also submitted to RTA, CTA, Metra, Pace, and ATA and comments received. Steering Committee meeting scheduled for April 2. MetroQuest site created to share Plan recommendations with public and to be released after April 2 Steering Committee meeting.

Project	CMAP lead	Timeline	Assistance type	Status and notes
South Elgin zoning update	Patrick Day	Oct. 2014-May 2016	Staff assistance	Stakeholder interviews are tentatively scheduled for March. Existing conditions review has begun.
<i>South Holland comprehensive plan</i>	<i>Stephen Ostrander</i>	<i>Apr. 2015-July 2016</i>	<i>Staff assistance</i>	<i>Newly added to monthly report. CMAP staff completed draft project scope and timeline, which was forwarded to Village following internal review.</i>
SSMMA Calumet Green Manufacturing Partnership	Brian Daly	May 2014-Apr. 2015	Staff and consultant assistance	CMAP is reviewing the Chicago Jobs Council's revised drafts of its existing conditions report and sustainability matrix.
SSMMA Complete Streets plan	John O'Neal	July 2014-Aug. 2015	Staff assistance	Currently receiving and processing input from South Council of Mayors member municipalities regarding bike and pedestrian plans, facilities, and issues. Completed draft for ECR. Planning for focus group meeting with major stakeholder organizations underway.
Steger planning priorities report	Jonathan Burch	Feb. 2015-Oct. 2015	Staff assistance	Outreach and research is underway.
Summit comprehensive plan (see <a href="#">website</a> )	Nora Beck	Dec. 2013-Apr. 2015	Staff assistance	Public hearing on draft plan was held on February 17. CMAP staff await Village's timing for Village Board consideration of the plan.
UIC multimodal transportation plan (see <a href="#">website</a> )	Lindsay Bayley	June 2013-Apr. 2015	Staff assistance	Final plan approved by Steering Committee on February 3 and is being formatted.
Villa Park zoning ordinance	Patrick Day	July 2015-Oct. 2016	Consultant assistance	RFP released March 20, with April 10 contractor bid deadline. Board approval of consultant selection is expected in June.
Waukegan subarea plan (see <a href="#">website</a> )	Stephen Ostrander	Oct. 2012-Apr. 2015	Staff assistance	No update (CMAP staff awaited City's decision on timing of final presentation of plan to City Council for approval).
West Suburban Chamber of Commerce and Industry cargo-oriented development plan	Evy Zwiebach	June 2014-June 2015	Staff assistance and small contract	No update.
Westchester zoning ordinance	Kristin Ihnchak	Nov. 2014-Oct. 2015	Consultant assistance	The consultant team submitted a concepts report (recommendations memo), which is being reviewed by CMAP and Village staff.
<i>Will County Preston Heights neighborhood plan</i>	<i>Trevor Dick</i>	<i>TBD</i>	<i>Staff assistance</i>	<i>Newly added to monthly report. Scoping underway.</i>
Winthrop Harbor comprehensive plan (see <a href="#">website</a> )	Sam Shenbaga	Sept. 2014-Sept. 2015	Staff assistance	Existing conditions report submitted to Village staff for review. Steering Committee meeting to be held in mid-April. Outreach efforts for visioning workshop begun.



Project	CMAP lead	Timeline	Assistance type	Status and notes
Zion comprehensive plan	Nora Beck	Feb. 2014- June 2015	Consultant assistance	Zion and CMAP Staff are reviewing draft of city-wide plan components for the comprehensive plan.

## Selected Projects with Active Implementation\*

\* This list only includes projects with significant implementation actions in the past quarter. A full list of completed projects is available at [www.cmap.illinois.gov/lta](http://www.cmap.illinois.gov/lta).

Project	CMAP lead	Recent implementation progress (updated quarterly)
Algonquin downtown study	Jack Pfingston	Village successfully adopted first TIF District for Downtown to help serve as a funding mechanism for implementing Downtown Plan recommendations.
Alsip zoning recommendations	Jake Seid	In March 2015, CMAP worked with the Village Attorney to amend the text of the zoning ordinance based on concepts from the Zoning Recommendations Summary. The amendments have been drafted by the Attorney, but are yet to be approved by the Village Board.
Bensenville comprehensive plan (see <a href="#">website</a> )	Sam Shenbaga	A zoning update is being scoped and will begin in later 2015. The Village also submitted multiple bicycle facilities applications to the CMAQ program.
Berwyn capital improvements plan	Bob Dean	The City continues to seek funding for priority projects in the CIP. Most recently, the City submitted CMAQ applications for replacement of two older public works vehicles under the "Direct Emissions Reduction" category.
Blue Island comprehensive plan (see <a href="#">website</a> )	Sam Shenbaga	The City has issued a RFQ seeking a redevelopment partner for the approximately 7.5 acres at the southeast corner of 119th Street and Vincennes Road. The site will serve as a gateway to Blue Island and create a commercial or mixed-use node, as identified in the Comprehensive Plan.
Calumet City comprehensive plan	Jack Pfingston	City terminated the TIF District for the Marble Street Property but can renew the TIF if a user is secured. Currently, the EPA is moving forward with this property and would like to meet with the City in the next 60 days.
Carpentersville Old Town Plan (see <a href="#">website</a> )	Trevor Dick	The Village has hired the Hitchcock Group to assist with implementation of the Old Town plan. They will be starting in early 2015. Their early priorities will be development of a riverfront park/public area and development of properties along Washington Ave (old public works site etcetera). The Carpenter Creek greenway will be constructed this summer, which will link Carpenter Park to the Fox River Trail. H.R. Green Engineering is conducting a phase 1 engineering study of Washington/Main. The Village is also working with CMAP and Kane County on a health impact assessment of Washington/Main.
Cook County consolidated plan	Jonathan	The County hired BRicK partners to review existing grant processes for alignment with plan

(see <a href="#">website</a> )	Burch	recommendations, development of specific implementation metrics, and outreach to key partners for outreach assistance.
Cook County Forest Preserves trail analysis and municipal connection reports (see <a href="#">website</a> )	Trevor Dick	The Forest Preserve has implemented a pilot for an enhanced wayfinding system at two preserves, started a Signage and Wayfinding Master Plan that includes standardization of site infrastructure such as water fountains, benches and restrooms (all highly desired trail amenities identified in the trail analysis) and is close to completing a county-wide trail crossing inventory to identify improvements. These efforts were based on recommendations received through the Trail Analysis and Municipal Connection reports which provided the Forest Preserve with user data.
Franklin Park industrial areas plan (see <a href="#">website</a> )	Trevor Dick	CMAP staff has begun to focus on implementation strategies based upon the industrial areas plan. Staff will be scheduling a meeting with Village representatives in the next month to discuss how CMAP can assist the Village in moving forward with implementation.
Hinsdale parking study (see <a href="#">website</a> )	Lindsay Bayley	The Village has begun implementing recommendations from the plan. They have converted a metered parking lot to pay-by-space and increased the hourly rate and fine for violators. They have added additional free employee permit parking spaces on the eastern side of downtown (and usage increased greatly after the pay-by-space price increase). They are investigating the feasibility and cost of converting other metered spaces to pay-by-space.
Joliet former prison redevelopment (see <a href="#">website</a> )	Trevor Dick	There continues to be ongoing participation in the Collins Street Task Force. The Will County Forest Preserve District is working towards acquisition of the eastern parcel with assistance from Openlands. Environmental studies have been completed for both the east and west sides. Using the results of the Will County Brownfield Study (also completed with CMAP), the County has applied for a grant to install solar panels on a section of the prison property.
Kane County / Carpentersville Homes for a Changing Region project (see <a href="#">website</a> )	Jonathan Burch	East Dundee approved a residential façade improvement program and will begin implementing the program. CMAP reviewed the draft West Dundee Main Street Plan's parking and infrastructure recommendations at the request of the Village.
Kane County / Geneva Homes for a Changing Region project (see <a href="#">website</a> )	Drew Williams-Clark	Participating municipalities have prioritized Employer-Assisted Housing and exploration of a Community Land Trust as year-one activities. CMAP and MPC presented an overview of EAH programs to the project steering committee in February. Municipalities reached out to chambers of commerce to gauge interest in a joint meeting to discuss EAH in March. The steering committee also held a follow-up conference call to discuss event logistics in March.
Kane County local food evaluation (see <a href="#">website</a> )	Jessica Gershman	One of the potential forest preserve sites considered through this project is entering into a long-term lease with an organic farmer, who will raise plants and animals on approximately one-fifth of the forest preserve site. County planning staff were involved with the facilitation of this deal, which is in keeping with the recommendations of the LTA evaluation.
Lake County local food system project (see <a href="#">website</a> )	Jason Navota	The Lake County Local Food Working Group continues to meet and discuss progress on policy issues, local projects, and other initiatives.
Lake County sustainability plan (see <a href="#">website</a> )	Jessica Gershman	CMAP staff members are scheduling a meeting with County sustainability and planning staff to follow up on actions that have been taken to implement the chapter over the last few months since



		it was approved.
Lan-Oak Park District master plan (see <a href="#">website</a> )	Trevor Dick	CMAP staff assisted the Park District by reformatting the existing parks and open space figure that was included in the Plan to be used on the Park District's website and within its quarterly program guide. Using the recommendations and priorities in the Master Plan, the District is currently preparing a \$750,000 capital improvement plan that will include multiple projects over two years.
Northlake comprehensive plan (see <a href="#">website</a> )	Trevor Dick	The City has completed engineering for extending the Midland Trail north and south. The northern extension was thought of before the plan, but the southern extension was a new idea. According to the Mayor, construction will begin on both extensions this summer.
Olympia Fields subarea plan (see <a href="#">website</a> )	Drew Williams-Clark	Cameros presented the final plan to the Village Planning and Zoning Commission for discussion in March. It is anticipated that a vote of adoption will happen in the upcoming quarter. The Village is also working with a Community Development Financial Institution to make pre-development funds available on the Town Center site.
Openlands local food policy	Jason Navota	Openlands and the project partners have continued to refine the scope of work for the first phase of a research project to examine the regional food system over the next several years. CMAP will remain involved in guiding the project.
Oswego commercial areas study	Trevor Dick	The Village and their consultant are using the results of the CMAP study in the creation of their new Village-wide Comprehensive Plan.
Park Forest bicycle and pedestrian plan (see <a href="#">website</a> )	Trevor Dick	Using the newly adopted plan, the Village submitted a STAR Communities application. Currently staff is working with the Village to help draft a Complete Streets Ordinance and to complete a more detailed addendum for the Plan that includes additional implementation strategies.
Riverside Central Business District Plan (see <a href="#">website</a> )	Nora Beck	Village staff have finalized a streetscaping and street resurfacing project for Burlington Street, one of the main recommendations of the CBD plan. Construction is slated for this summer. In addition, the community is working to improve access to the riverfront by creating a wider and more accessible walking path along the Des Plaines and restoring shoreline habitat.
Silver and Sleepy Hollow Creek watershed plan implementation (see <a href="#">website</a> )	Nora Beck	In November 2014, McHenry County updated their Stormwater Management Ordinance, which impacts a portion of the recommendations outlined in this project. In partnership with CMAP, the City of Crystal Lake is drafting a transportation plan which will incorporate many of the ordinance recommendations of this previous project.
Westchester comprehensive plan (see <a href="#">website</a> )	Sam Shenbaga	A zoning update is underway.
Wicker Park-Bucktown parking study (see <a href="#">website</a> )	Lindsay Bayley	The 1 <sup>st</sup> Ward has submitted a request to add meters on the busy stretch of Division Street where the LTA study showed a lack of turnover; they are also making changes to loading zone spaces to consolidate some. The WPB SSA has promoted the Chicago Parking App.